

STANDARD FORM NO. 64
Approved For Release 1999/08/27 : CIA-RDP78-04691A000100070013-1
~~RESTRICTED~~
Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Services Division, AS
FROM : Acting Chief, Procurement & Supply Division, SSS
SUBJECT: Temporary Labor Authorization

DATE: 21 February 1950

25X9A2 1. The Table of Organization approved by the Executive on 19 August 1949 indicated that the Services Office was authorized to hire on a temporary basis laborers, packers, and/or carpenters as needed.

25X9A2 2. Upon the division of the Services Office into the Administrative Staff and the Special Support Staff, the Table of Organization as of 30 September 1949 indicated that the Special Support Staff would have a maximum of positions; however, at that time it was verbally agreed between the two offices that the temporary positions would be divided equally.

25X9A2

3. This mutual understanding has never been formalized in order to effect the revision of the existing Table of Organization. Will you therefore indicate your concurrence to this arrangement in the position indicated and return this memorandum to this office for forwarding to the Management Staff.

25X1A9a

25X1A9a

Acty. Chief, Administration Staff.

2

X

024

MAR 2 1950

~~RESTRICTED~~